

**JEFFERSON COUNTY BOARD
COMMITTEE MINUTES**

May 6, 2015

Task Force on County Operations & Organization

1. Call to Order

Meeting was called to order by Hanneman at 10:00 a.m.

2. Roll Call

Task Force Members

Members present: Jennifer Hanneman, George Jaeckel, Ron Krueger, Russell Kutz, Joe Nehmer, Timothy Smith, Kathi Cauley, Susan Happ and Steve Nass.

Others Present: Tammie Jaeger, Administration; Benjamin Wehmeier, County Administrator; Stacie Jensen, Child Support Director; Jim Schroeder, County Board Chair; Steve Grabow, Community Development Agent; Brian Lamers, Finance Director; Carla Robinson – Clerk of Courts; Genevieve Borich, Economic Development Consortium; Donna Haugom, Emergency Management Director and Barb Frank, County Clerk.

3. Certification of compliance with Open Meeting Law Requirements

Wehmeier certified compliance with the open meeting law.

4. Review of Agenda

No changes

5. Public Comment

None

6. Communications

- Task Force Focus Group Workshop Session 2 Meeting Agenda
- Proceedings Report from the April 27th, 2015 Focus Group with Department Heads

7. Approval of April 22, 2015 Task Force meeting minutes

Motion by Jaeckel; Second by Krueger to approve the April 22, 2015 Task Force meeting minutes as printed. (Ayes-All) Motion carried.

8. Discussion and possible action on extending the length of time the Task Force will meet

The group discussed the need for extending the length of time the Task Force has to accomplish their task. Grabow discussed the different phases of the project. It was suggested to extend the time frame to August 31, 2015 for completion of Phase I. Schroeder will put together a resolution for County Board consideration. The Task Force will submit a report to the County Board in September.

Motion by Cauley; Second by Jaeckel to forward a Resolution to the County Board extending the timeframe for the Task Force on County Operations & Organization to meet through August 31, 2015 for completion of Phase I. A report will be presented to the County Board in September. (Ayes-All) Motion carried.

9. Facilitated Focus Group Dialogue Session

Grabow reviewed the Proceedings Reports from the April 22, 2015 Task Force Focus Group and also the April 27, 2015 meeting with Department Heads for the Task Force to review. The Task Force wants to reiterate that the meetings are open to the public and the Department Heads are encouraged to come and share their comments and ideas. The intent of the Task Force is not to tell Department Heads what to do but to try and work together to come up with solutions to the issues that the county is facing. The Task Force and Department heads shared ideas and concerns. Grabow discussed follow up items related to Financial Condition, Staff/ Work Environment and Structure/ Governance. Grabow asked the group to consider a) what areas do you want to emphasize? b) Who might be involved in detailing some of the ideas? Cauley indicated that the Task Force has consensus on three areas: 1) CQI 2) County Board size and committees 3) Ways to increase revenue and decrease expenses. The Task Force

would like a simple graphic depicting the county's financial issues to be sent to County Employees including additional information on Capital Projects. These concepts will be discussed at the next Department Head meeting. No action taken.

10. **Discuss scheduling topics for future agendas**

No action taken.

11. **Tentative Future Meeting Dates & Agenda Items (May 21, 8:30 a.m. Courthouse; June 2, 2015, 11:00 a.m. Courthouse)**

- Approval of May 6, 2015 Task Force meeting minutes
- Discussion and possible action on previous Proceeding Reports
- Follow up on discussion of concepts with Department Heads
- Discussion and possible action on audit findings & recommendations
- Discussion and possible action on areas of emphasis:
 - a. Workgroups
 - How are they structured?
 - How many?

12. **Adjourn**

Motion made by Nass; Second by Schroeder to adjourn at 12:08 p.m. (Ayes-All) Motion Carried.